01 Oct 02

PLANE CAPTAIN QUALIFICATION PROGRAM

From: Maintenance Officer, Helicopter Tactical Wing, U.S. Pacific Fleet
To: Distribution

Subj: LOCAL COMMAND PROCEDURES FOR NAVAL AVIATION MAINTENANCE PROGRAM STANDARD OPERATING PROCEDURES (NAMPSOP) (OPNAVINST 4790.2H VOL V) CHAPTER 15.

Encl: (1) Plane Captain Qualification Training Syllabus
(2) Plane Captain Required Reading Syllabus
(3) MH-60S Plane Captain OJT Syllabus
(4) H-46 Plane Captain OJT Syllabus
(5) UH-3H Plane Captain OJT Syllabus
(6) HH-1N Plane Captain OJT Syllabus

1. Purpose and Scope.

a. To establish standardized procedures for the training and qualification of Plane Captains within COMHELTACWINGPAC squadrons and activities. Additionally, this Local Command Procedures Addendum provides standardized training syllabus forms for initial Plane Captain qualification.

b. Tasks listed in the OJT syllabus may be signed by any Plane Captain qualified on the applicable T/M/S. LPO/Shift Supervisor must sign task area as being completed.

c. Completed designation forms shall be placed on the left side, section one of the qualification/certification record. Completed training syllabus forms shall be placed directly under their corresponding designations in the training record.

d. In accordance with the 4790.2H, annual re-qualification is no longer required.

2. Cancellation.

a. COMHELTACWINGPAC Plane Captain NAMPSOP dated 31 Jul 01.

3. Procedures.

a. Plane Captain trainees shall utilize enclosures (1) and (2) in addition to their platform specific OJT syllabus, enclosures (3) through (6), to document Plane Captain training requirements, required reading, test scores, and skill certifications achieved.

b. The above referenced enclosures shall be completed as a minimum for initial qualification. Re-qualification of Plane Captain previously qualified in the same T/M/S, as a minimum, shall consist of passing the closed book examination, a practical/walk around conducted by the command's Plane Captain program monitor and a Plane Captain Selection Board. Squadron and activity Maintenance Officers may implement additional qualification standards for initial qualification and re-qualification as required.

c. Plane Captains assigned to work centers outside of the line division are considered "assigned away from plane captain duties". These personnel require refresher training or documented evidence of proficiency every ninety days.

E. J. GAWLIK

Distribution:
COMHELTACWINGPAC 5216.1D
List II and IV

PLANE CAPTAIN QUALIFICATION TRAINING SYLLABUS

NAME: _____ RATE: _____

1. COMHELTACWINGPAC Plane Captain OJT

_____
Division CPO Date

2. Brake Rider Test
(if applicable)

_____
QAR Date

3. Open book exam score: _____% (90% min)

_____
QAR Date

4. Closed book exam score: _____% (90% min)

_____
QAR Date

5. Support Equipment Licenses

a. Mobile Electric Power Plant
b. Tow Tractor
c. C/C Cart
d. MMG1A (as req)

_____
QAR Date

6. Corrosion Control school
(or equivalent)

_____
QAR Date

7. Shipboard Fire Fighting
(shipboard deployable units)

_____
QAR Date

8. Flight Deck Familiarization*
(NAVEDTRA 43426-0A) (applicable sections for shipboard deployable units)

_____
QAR Date

9. Practical Exam/Walk Around: (to be conducted by PC program monitor)

a.	Publications	SAT/UNSAT
b.	Safety Precautions	SAT/UNSAT
c.	Fueling/De-fueling/Sampling Procedures	SAT/UNSAT
d.	Aircraft Safety Hazards	SAT/UNSAT
e.	Aircraft Wash Procedures	SAT/UNSAT
f.	Daily/Turnaround Inspection Procedures	SAT/UNSAT
g.	Aircraft Hand Signals	SAT/UNSAT
h.	Aircraft Ordnance Precautions	SAT/UNSAT

Monitor's Comments:

_____

_____
Program Monitor Date

*Completion waived until first underway

PLANE CAPTAIN REQUIRED READING SYLLABUS

Ref: (a) OPNAVINST 4790.2H VOL V

NAME:_____ RATE: _____

(1) Plane Captain Indoctrination Interview _____
SIGN/DATE

(2) Plane Captain NAMPSOP and ref (a) _____
SIGN/DATE

(3) FOD Prevention/Fastner Control NAMPSOP _____
SIGN/DATE

(4) SE PMS in ref (a) _____
SIGN/DATE

(5) SE Training and Licensing NAMPSOP and ref (a)
_____
SIGN/DATE

(6) Fuel Surveillance NAMPSOP and ref (a) _____
SIGN/DATE

(7) Oil Consumption NAMPSOP and ref (a) _____
SIGN/DATE

(8) Hydraulic Contamination in ref (a) _____
SIGN/DATE

(9) Navy Oil Analysis Program in ref (a) _____
SIGN/DATE

(10) Tool Control in ref (a) _____
SIGN/DATE

(11) Corrosion Control in ref (a) _____
SIGN/DATE

(12) Hazardous Material/Waste in ref (a) _____
SIGN/DATE

(13) Tire and Wheel in ref (a) _____
SIGN/DATE

(14) NAVAIR 00-80T-105 (applicable sections) _____
SIGN/DATE

(15) NAVAIR 00-80T-106 (applicable sections) _____
SIGN/DATE

(16) NAVAIR 00-80T-113 (applicable sections) _____
SIGN/DATE

(17) NWP-3-04.1/MCWP 3-24.1 (applicable sections)_____
SIGN/DATE

(18) NAVAIR 01-1A-17 (applicable sections) _____
SIGN/DATE

(19) NAVAIR 01-1A-509 (applicable sections) _____
SIGN/DATE

(20) NAVAIR 04-10-506 (applicable sections) _____
SIGN/DATE

(20) NAVAIR 17-1-125 (applicable sections) _____
SIGN/DATE

(21) NAVAIR -17-1-537 (applicable sections) _____
SIGN/DATE

(22) Aircraft Refueling Handbook, MIL-HDBK-844 (AS)
Chapters 3, 4, 6

_____
SIGN/DATE

(23) AIRCRAFT REFUELING MANUAL, NAVAIR 00-80T-109
PARA 3.2.2 (FUEL DISPENSED TO AIRCRAFT BY SHIP)
PARA 3.3 (SAMPLING PROCEDURES)
PARA 3.3.2 (SAMPLE CONTAINERS)
PARA 3.8 (PREVENTING AND CONTROLLING CONTAMINATION)
PARA 4.2 THRU 4.7 (SAFETY IN SHIPBOARD FUEL HANDLING OPERATION)
PARA 5.1.2 (MAXIMUM REFUELING PRESSURE)
PARA 6.2.8 (DE-FUELING AIRCRAFT)
CHAPTER 9 (SURVEILLANCE OF AVIATION FUEL AT SHORE ACTIVITIES)
CHAPTER 10 (SAFETY SHORE ACTIVITY FUEL HANDLING OPERATIONS)
PARA 12.2.1 THRU 12.2.1.4 (FUEL SPILLS)
PARA 12.2.2 (SURGE PRESSURE CONTROL)
CHAPTER 18 (OPERATING PROCEDURES)

_____
SIGN/DATE

(24) NAVAIR 00-80R-14 (NATOPS AIRCRAFT FIRE FIGHTING AND RESCUE MANUAL)
PARA 2.0 THRU 2.3.2
PARA 2.5.7 THRU 2.5.9 (OVERHEATED AND LITHIUM BATTERIES)
PARA 6.3 THRU 6.6.1 (EMERGENCY PROCEDURES FOR FIRES)

_____
SIGN/DATE

COMHELTACWINGPAC
MH-60S PLANE CAPTAIN
OJT SYLLABUS

Name: _____ **Rate:** _____

1. Prerequisite to final skill certification is supervisor confidence gained through satisfactory task performance. Satisfactory task performance shall be monitored and documented on the individuals OJT Syllabus.

2. Maintenance qualification entries will be made when an individual is considered fully qualified to perform maintenance tasks on the aircraft system, subsystem, or equipment without supervision. Work center supervisors have qualification certification authority.

3. Qualification, once achieved, is considered current until:
   a. Qualification is removed for cause by command.
   b. Individual transfers to another unit.

QUALIFICATION	QUALIFICATION DATE	W/C SUPERVISOR SIGNATURE
General - Aircraft	_____	_____
Brake Rider	_____	_____
Airframe	_____	_____
Ordnance Systems	_____	_____
Power Plants	_____	_____
Electrical/Instruments Systems	_____	_____
Hydraulic Systems	_____	_____
Fuel System	_____	_____
Avionics Systems	_____	_____
Utility Systems	_____	_____
Hand Signals	_____	_____

This syllabus is used to document OJT leading to job task qualification of a technician by the work center supervisor. OJT events shall be documented for all maintenance related tasks until the trainee is qualified. The work center supervisor may sign off qualification and make Skills Certification Form entry when satisfied the trainee is fully qualified to perform tasks without supervision. This may be accomplished after only one OJT event or it may require many, the decision rests with the work center supervisor. This OJT syllabus is to be maintained on the OJT board in the work center and updated regularly to ensure awareness of remaining OJT tasks. Once completed, this form will be filed behind the Skill Certification document in the Training Record.

OJT Instructor/Supervisor sign off key(print name then sign your initials):

Name: _____	Initials: _____	Name: _____	Initials: _____
Name: _____	Initials: _____	Name: _____	Initials: _____
Name: _____	Initials: _____	Name: _____	Initials: _____
Name: _____	Initials: _____	Name: _____	Initials: _____
Name: _____	Initials: _____	Name: _____	Initials: _____

Encl (3)

OJT TASK	INST	DATE	W/C SUP	DATE
GENERAL AIRCRAFT SKILLS				
Review the GAI-000 and GAI-010 manuals				
Discuss flight line safety				
Discuss flight deck safety				
Discuss rotor arc, noise and exhaust safety				
Perform turnaround inspection				
Perform daily inspection				
Review Aircraft Discrepancy Book				
Complete OPNAV 4790/38				
Complete OPNAV 4790-141				
Initiate inspection discrepancy on VIDS/MAF				
Perform 7 day inspection				
Perform 14 day inspection				
Discuss aircraft preservation				
Discuss Special Inspections				
Discuss Conditional Inspections				
Assist work centers with Phase A Inspection				
Assist work centers with Phase B Inspection				
Assist work centers with Phase C Inspection				
Assist work centers with Phase D Inspection				
Direct aircraft movement				
Direct aircraft movement into hangar				
Wing walker for aircraft movement				
Tow and park aircraft				
Park aircraft in hangar				
Secure aircraft for normal overnight				
Secure aircraft for adverse weather conditions				
Perform/simulate immediate action required for aircraft fire				
Perform/simulate immediate action required for engine post shutdown fire				
Perform/simulate the immediate action required in case of an electrical fire				
Perform/simulate immediate action required for rotor brake fire				
Perform/simulate immediate action required for a battery fire/thermal runaway				
Perform/simulate immediate action required for wheel brake failure				
Perform/simulate immediate action required for a hung droop stop				
Launch/recover aircraft (Daytime)				
Launch/recover aircraft (Nighttime)				
Stand fire guard during aircraft recovery				
Stand fire guard during aircraft launch				
Discuss Aircraft alert postures				
Discuss MH-60S NATOPS procedures				

OJT TASK	INST	DATE	W/C SUP	DATE
BRAKE RIDER				
Walk-around inspection of aircraft				
Check chocks/tie downs				
Check armament switches and circuit breakers				
Apply external power to aircraft				
Check tail wheel				
Check tail strut				
Operate stabilator				
Check rotor brake pressure				
Use/adjust seat belts				
Communicate with Aircraft Director				
Ride brakes during aircraft move				
Set aircraft brakes				
Lock tail wheel				
Verify aircraft secure				
Ride brakes with adverse weather conditions				
Discuss tail will not lock/unlock				
Discuss brakes not releasing				
Discuss tow bar separates from aircraft or tow tractor				
Discuss brake failure				
Discuss aircraft in water				
AIRFRAME				
Describe Nose Section				
Describe Cabin Section				
Describe Transition Section				
Describe Main Rotor Pylon				
Describe Tail Cone Section				
Describe Tail Rotor Pylon				
Describe/locate Main Landing Gear Components				
Describe/locate Tail Landing Gear Components				
Describe/locate Flight Control System Components				
Describe/locate Main Rotor Head Components				
Describe/locate Main Rotor Blade Components				
Describe/locate Tail Rotor System Components				
ORDNANCE SYSTEM				
Describe/locate Armament System Components				
Describe/locate CADS				
Discuss ordnance safety percautions				

OJT TASK	INST	DATE	W/C SUP	DATE
POWERPLANTS				
Describe/locate Engine System Components				
Service Engine System				
Calculate Oil Consumption Rates				
Describe/locate Auxiliary Power Unit (APU) System Components				
Service APU System				
Describe/locate Main Transmission System Components				
Service Main Transmission				
Describe/locate Intermediate Gear Box (IGB)				
Service IGB				
Describe/locate Tail Gear Box (TGB)				
Service TGB				
Describe/locate Tail Drive Shaft Components				
Inspect Viscous Damper for proper servicing				
ELECTRICAL/INSTRUMENT SYS				
Describe/locate AC Electrical System Components				
Describe/locate DC Electrical System Components				
Describe/locate Cockpit Electrical System Switches				
Describe/locate Cockpit Instruments				
HYDRAULIC SYSTEMS				
Describe/locate Hydraulic Power System Components				
Explain Hydraulic Power System Operation				
Describe/locate Utility Hydraulic System Components				
Perform Hydraulic Servicing Procedures				
Discuss Nitrogen Servicing Procedures				
FUEL SYSTEM				
Describe/locate Fuel System Components				
Perform Fuel Sampling Procedures				
Explain Aircraft Fueling Procedures				
Perform Aircraft Fueling Procedures				
Explain Aircraft De-Fueling Procedures				
Perform Aircraft De-Fueling Procedures				
AVIONICS SYSTEM				
Describe/locate Mission Equipment System Components				
Describe/locate Navigation Equipment System Components				
Describe/locate Communication Equipment System Components				

OJT TASK	INST	DATE	W/C SUP	DATE
UTILITY SYSTEMS				
Describe/locate Fire Detector System Components				
Describe/locate Fire Extinguisher System Components				
Describe/locate Washer/Wiper System Components				
Perform normal Windshield Washer System Servicing				
Perform cold weather Windshield Washer System Servicing				
Describe/locate Rescue Hoist System Components				
Describe/locate Cargo Hook System Components				
PERFORM/SIMULATE THE FOLLOWING HAND SIGNALS				
APU start/stop				
Blade fold/unfold				
Personnel on top of aircraft				
#1/#2 engine start/shut down				
Engage/disengage rotor brake				
Droop stops in/out				
Personnel entering/leaving rotor arc				
Connect/disconnect power				
Tie downs on/off				
Insert/remove chocks				
Hold aircraft				
Apply/release aircraft brakes				
Tail wheel lock/unlock				
Move aircraft forward				
Turn aircraft right/left				
Pass off aircraft				
Engine/APU fire				
Direct fireguard to extinguish fire				
Hot brakes				
Fuel leak				
Trouble shooter signals (DEMOT)				
Emergency stop				

COMHELTACWINGPAC
H-46 PLANE CAPTAIN
OJT SYLLABUS

Name: _____ **Rate:** _____

1. Prerequisite to final skill certification is supervisor confidence gained through satisfactory task performance. Satisfactory task performance shall be monitored and documented on the individual's OJT Syllabus.

2. Maintenance qualification entries will be made when an individual is considered fully qualified to perform maintenance tasks on the aircraft system, subsystem, or equipment without supervision. Work center supervisors have qualification certification authority.

3. Qualification, once achieved, is considered current until:
   a. Qualification is removed for cause by command.
   b. Individual transfers to another unit.

QUALIFICATION	QUALIFICATION DATE	W/C SUPERVISOR SIGNATURE
General Aircraft	_____	_____
Brake Rider	_____	_____
Airframe	_____	_____
Power Plants/Transmission Systems	_____	_____
Electrical/Instrument Systems	_____	_____
Hand Signals	_____	_____
Ordnance Check	_____	_____
Corrosion Types	_____	_____
Emergency Procedures	_____	_____
Servicing	_____	_____
Required Reading	_____	_____

4. This syllabus is used to document OJT leading to job task qualification of a technician by the work center supervisor. OJT events shall be documented for all maintenance related tasks until the trainee is qualified. The work center supervisor may sign off qualification and make Skills Certification Form entry when satisfied the trainee is fully qualified to perform tasks without supervision. This may be accomplished after only one OJT event or it may require many, the decision rests with the work center supervisor. This OJT syllabus is to be maintained on the OJT board in the work center and updated regularly to ensure awareness of remaining OJT tasks. Once completed, this form will be filed behind the Skill Certification document in the Training Record.

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Name: _____	Initials: _____	Name: _____	Initials: _____
Name: _____	Initials: _____	Name: _____	Initials: _____
Name: _____	Initials: _____	Name: _____	Initials: _____
Name: _____	Initials: _____	Name: _____	Initials: _____

OJT TASK	INSTRUCTOR	DATE	W/C SUP	DATE
GENERAL AIRCRAFT SKILLS				
Discuss Flight Line Safety				
Discuss Flight Deck Safety				
Discuss Rotor Arc, Noise and Exhaust Safety				
Safety Observer aircraft launch/recovery				
Perform Fire Guard				
Wing Walker Ashore				
Wing Walker Afloat (as req)				
Direct Ashore for aircraft move				
Direct Afloat for aircraft move (as req)				
Pressure Fuel A/C				
Pressure Defuel A/C				
Gravity Fuel A/C				
Gravity Defuel A/C				
Install/Remove Aux Tank				
Pressure Fuel Aux Tank				
Pressure Defuel Aux Tank				
Gravity Fuel Aux Tank				
Gravity Defuel Aux Tank				
Take Fuel Samples				
Take Oil Samples				
Perform Daily Inspection				
Perform Turnaround Inspection				
Complete Daily/Turnaround Cards				
Complete "A" Sheet				
Calculate Oil Consumption Rates				
Initiate a VIDS/MAF 4790/60				
Initiate a VIDS/MAF On NALCOMIS				
Assist Pilot on Preflight Inspection				
Perform Day Launch Ashore				
Perform Day Launch Afloat (as req)				
Perform Night Launch Ashore				
Perform Night Launch Afloat (as req)				
Perform Day Recovery Ashore				
Perform Day Recovery Afloat (as req)				
Perform Night Recovery Ashore				
Perform Night Recovery Afloat (as req)				
Perform 7 Day Inspection				
Perform 14 Day Inspection				
Perform 50 HR Inspection (Engine Wash)				
Discuss Conditional Inspections				
Discuss aircraft preservation				
Discuss Special inspections				
Secure A/C for Inclement Weather Ashore				
Secure A/C For Inclement Weather Afloat				
Secure A/C for Storm Condition Ashore				
Secure A/C for Storm Condition Afloat				
Discuss aircraft alert postures				

OJT TASK	INSTRUCTOR	DATE	W/C SUP	DATE
BRAKE RIDER				
Set/Release Parking Brake				
Set/Release Nose Wheel Lock Pin				
Discuss Towing A/C Without Brakes				
Discuss Towbar Separation During A/C Move				
Discuss Seized Brakes Procedures				
Discuss Hot Brakes Procedures				
Discuss Badly Worn/Damaged Tires Hazards				
Discuss Wheel Brake Fire Procedures				
Brake Rider Ashore				
Brake Rider Afloat (as req)				
AIRFRAME				
Describe Nose Section				
Describe Cabin Section				
Describe Fwd Rotor Pylon				
Describe Aft Rotor Pylon				
Describe/locate Landing Gear Components				
Describe/locate Flight Control System Components				
Describe/locate Rotor Head Components				
Describe/locate Rotor Blade Components				
Describe/locate Hydraulic System Components				
POWERPLANTS/TRANSMISSIONS				
Describe/locate Engine System Components				
Describe/locate Auxiliary Power Unit (APU) System Components				
Describe/locate Fwd Transmission System				
Describe/locate Aft Transmission System				
Describe/locate Sync Shafts				
Describe/locate Vertical Shaft				
ELECTRICAL/INSTRUMENT SYS				
Describe/locate AC Electrical System Components				
Describe/locate DC Electrical System Components				
Describe/locate Cockpit Electrical System Switches				
Describe/locate Cockpit Instruments				

OJT TASK	INSTRUCTOR	DATE	W/C SUP	DATE
PERFORM/SIMULATE THE FOLLOWING HAND SIGNALS				
Day/Night A/C Launch				
Day/Night A/C Recovery				
APU Start/Stop				
Blade Fold/Unfold				
Fires				
Hot Brakes				
Connect/Disconnect Power				
Tie Downs On/Off				
Nose Wheel Lock Pin On/Off				
Leaks				
Personnel Approaching A/C				
Trouble Shooter Signals				
Hold A/C				
Emergency Stop				
Emergency Shutdown				
ORDNANCE CHECK				
Show Location of the Following: A. MK-44				
B. M-193				
C. Ext. Hoist Cable Cutter/Switches				
D.MJ-21 HEFS CAD				
Describe Switch Positions of Fire "T" Handle and Discharge Switches Prior to APU Turn.				
Show Location of Underwater Acoustic Beacons				
Discuss the "Safe" Position of MLM's(MK-25, MK-58).				
Describe How to "Safe" An Aircraft Prior to Entering the Hangar.				
Annotate Aircraft "A" Sheet to Reflect Installed Ordnance.				
Define Stray voltage Check.				
Locate Thermal and Manual Discharge Plugs.				
Identify the color of the Thermal and Manual Discharge Plugs.				
IDENTIFY THE CORROSION TYPES				
Direct Surface Attack				
Galvanic/Dissimilar Metal Corrosion				
Intergranular Attack Corrosion				
Exfoliation Corrosion				
Pitting Corrosion				
Crevice Attack/Concentration Cell Corrosion				
Fretting Corrosion				
Stress Corrosion				
Fatigue Corrosion				
Filiform Corrosion				
Microbiological Corrosion				

OJT TASK	INSTRUCTOR	DATE	W/C SUP	DATE
EMERGENCY PROCEDURES SIMULATE THE PROPER RESPONSE FOR THE FOLLOWING CONDITIONS				
Fuel Leak				
Engine Oil Leak				
Transmission Oil Leak				
Head Leak				
Hydraulic Leak				
Fuel Contamination				
Oil Contamination				
Hydraulic Contamination				
Fuel Jettison During Ground Operations				
Red Dye Emanating from Blade Cuff				
Blade Fold Malfunction (as req)				
APU Malfunction (as req)				
Engine Malfunction (as req)				
Ground Resonance				
A/C Fire				
APU Fire				
Engine Fire				
Electrical Fire				
Rotor Brake Fire				
PERFORM SERVICING ON THE FOLLOWING:				
Discuss Nitrogen Servicing requirements				
Discuss Hydraulic System servicing				
Service Fwd/Aft Hub				
Service Fwd/Aft VHP				
Service Fwd/Aft PVA				
Service Fwd/Aft Shock Absorber				
Service Engine				
Service Fwd Transmission				
Service Aft Transmission				
Service APU				
Service External Hoist				
Service Utility System Reservoir				
Service Flight Boost 1 Reservoir				
Service Flight Boost 1 Accumulator				
Service Flight Boost 2 Accumulator				
Service 5 Inch Accumulator				
Service Rotor Brake Accumulator				
Service Struts				

OJT TASK	INSTRUCTOR	DATE	W/C SUP	DATE
REQUIRED READING				
A1-H46-NFM-000 (NATOPS procedures)				
A1-H46AE-NFM-500 (NATOPS Pocket Checklist pg. 108-115)				
MAINTENANCE SOPs Aircraft Parking and Handling (as req)				
A1-H46AE-MRC-100 (Turnaround Inspection)				
A1-46HAE-MRC-300 (Daily Inspection)				
A1-H46AE-MRC-350 (Special Inspections)				
A1-H46AE-GAI-000 (General Information) A. WP 003 00				
B. WP 004 00				
C. WP 011 00				
D. WP 012 00				
E. WP 013 00				
F. WP 017 00				
G. WP 018 00				
H. WP 019 00				
I. WP 020 00				
J. WP 021 00				
K. WP 022 00				

COMHELTACWINGPAC
UH-3 PLANE CAPTAIN
OJT SYLLABUS

Name: _____ **Rate:** _____

1. Prerequisite to final skill certification is supervisor confidence gained through satisfactory task performance. Satisfactory task performance shall be monitored and documented on the individuals OJT Syllabus.

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3. Qualification, once achieved, is considered current until:
   a. Qualification is removed for cause by command.
   b. Individual transfers to another unit.

QUALIFICATION	QUALIFICATION DATE	W/C SUPERVISOR SIGNATURE
General Aircraft Skills	_____	_____
Brakerider	_____	_____
Airframe	_____	_____
Powerplants/Transmissions	_____	_____
Electrical/Instrument Sys	_____	_____
Hydraulic Systems	_____	_____
Utility Systems	_____	_____
Emergency Procedures	_____	_____
Servicing	_____	_____
Ordnance Check	_____	_____
Hand Signals	_____	_____
Required Reading	_____	_____

4. This syllabus is used to document OJT leading to job task qualification of a technician by the work center supervisor. OJT events shall be documented for all maintenance related tasks until the trainee is qualified. The work center supervisor may sign off qualification and make Skills Certification Form entry when satisfied the trainee is fully qualified to perform tasks without supervision. This may be accomplished after only one OJT event or it may require many, the decision rests with the work center supervisor. This OJT syllabus is to be maintained on the OJT board in the work center and updated regularly to ensure awareness of remaining OJT tasks. Once completed, this form will be filed behind the Skill Certification document in the Training Record.

OJT Instructor/Supervisor sign off key (print name then sign your initials):

Name: _____	Initials: _____	Name: _____	Initials: _____
Name: _____	Initials: _____	Name: _____	Initials: _____
Name: _____	Initials: _____	Name: _____	Initials: _____

OJT TASK	INST	DATE	W/C SUP	DATE
GENERAL AIRCRAFT SKILLS				
Discuss Flight Line Safety				
Discuss Flight Deck Safety				
Discuss Rotor Arc, Noise and Exhaust Safety				
Safety Observer for aircraft launch/recovery				
Stand fire guard during aircraft recovery				
Stand fire guard during aircraft launch				
Wing walker for aircraft movement				
Direct aircraft movement				
Discuss Precautions/Procedures for Aircraft Entering/Leaving Hangar				
Direct Aircraft Movement into Hangar				
Explain Aircraft Fueling Procedures				
Perform Aircraft Fueling Procedures				
Explain Aircraft De-Fueling Procedures				
Perform Aircraft De-Fueling Procedures				
Perform Fuel Sampling Procedures				
Review Aircraft Discrepancy Book				
Perform turnaround inspection				
Perform daily inspection				
Complete OPNAV 4790/38				
Complete OPNAV 4790-141				
Calculate Oil Consumption Rates				
Initiate VIDS/MAF 4790/60				
Initiate VIDS/MAF on NALCOMIS				
Assist Pilot on Preflight Inspection				
Perform Main Rotor Head Check				
Perform Aircraft Light Check				
Launch aircraft (Daytime)				
Launch aircraft (Nighttime)				
Recover aircraft (Daytime)				
Recover aircraft (Nighttime)				
Perform Engine Wash				
Discuss Special inspections				
Perform 7 day inspection				
Perform 14 day inspection				
Perform 28 day inspection				
Discuss Conditional Inspections				
Discuss Aircraft Preservation				
Secure aircraft for normal overnight				
Secure aircraft for adverse weather conditions				
Remove/Install Safety Pins				
Remove/Install Gust Lock/Blade Boots				
Discuss how to use the PRC-56 (Mouse)				
Discuss Aircraft Alert Postures				

OJT TASK	INST	DATE	W/C SUP	DATE
BRAKE RIDER				
Walk-around Inspection of aircraft				
Check chocks/tie downs				
Check armament switches and circuit breakers				
Apply external power to aircraft				
Check tail wheel/strut				
Operate stabilator				
Check rotor brake pressure				
Communicate with Aircraft Director				
Ride brakes during aircraft move				
Set aircraft brakes				
Lock tail wheel				
Verify aircraft secure				
Ride brakes with adverse weather conditions				
Discuss tail will not lock/unlock				
Discuss brakes not releasing				
Discuss tow bar separates from aircraft or tow tractor				
Discuss brake failure				
Discuss aircraft in water				
Discuss Hot Brake procedures				
AIRFRAME				
Describe Nose Section				
Describe Cabin Section				
Describe Transition Section				
Describe Main Rotor Pylon				
Describe Tail Cone Section				
Describe Tail Rotor Pylon				
Describe/locate Main Landing Gear Components				
Describe/locate Tail Landing Gear Components				
Describe/locate Flight Control System Components				
Describe/locate Main Rotor Head Components				
Describe/locate Main Rotor Blade Components				
Describe/locate Tail Rotor System Components				
POWERPLANTS/TRANSMISSIONS				
Describe/locate Engine System Components				
Describe/locate Main Transmission System				
Describe/locate Intermediate Gear Box (IGB)				
Describe/locate Tail Gear Box (TGB)				
Describe/locate Tail Drive Shaft Components				
Inspect Viscous Damper for proper servicing				
Inspect Tail Drive Shaft Disconnect Coupling.				
Describe/locate Fuel System Components				

OJT TASK	INST	DATE	W/C SUP	DATE
ELECTRICAL/INSTRUMENT SYSTEMS				
Describe/locate AC Electrical System				
Describe/locate DC Electrical System				
Describe/locate Cockpit Electrical Switches				
Describe/locate Cockpit Instruments				
Describe/locate Navigation Equipment System Components				
Describe/locate Communication Equipment System Components				
HYDRAULIC SYSTEMS				
Describe/locate Hydraulic Power System Components				
Explain Hydraulic Power System Operation				
Describe/locate Utility Hydraulic System Components				
UTILITY SYSTEMS				
Describe/locate Fire Detector System Components				
Describe/locate Fire Extinguisher System Components				
Describe/locate Washer/Wiper System Components				
Describe/locate Cargo Hook System Components				
EMERGENCY PROCEDURES				
Fuel Leak				
Perform/simulate immediate action required for aircraft fire				
Perform/simulate immediate action required for engine post shutdown fire				
Perform/simulate immediate action required for APU fire				
Perform/simulate the immediate action required in case of an electrical fire				
Perform/simulate immediate action required for rotor brake fire				
Perform/simulate immediate action required for a battery fire/thermal runaway				
Perform/simulate immediate action required for wheel brake failure				
Perform/simulate immediate action required for a hung droop stop				

OJT TASK	INST	DATE	W/C SUP	DATE
SERVICING				
Service Engine System				
Service Main Transmission				
Service IGB/TGB				
Service/Grease Main Rotor Head				
Service/Grease Tail Rotor Head				
Grease Tail Rotor Quick Disconnect Jaw				
Discuss Hydraulic servicing procedures				
Discuss Nitrogen servicing procedures				
Perform normal/cold weather Windshield Washer System Servicing				
Service Spindle Reservoir				
Service Damper Reservoir				
Service Primary Reservoir				
Service Auxillary Reservoir				
Service Utility Reservoir				
IDENTIFY THE FOLLOWING TYPES OF CORROSION				
Direct Surface Attack				
Galvanic/Dissimiler Metal Corrosion				
Intergranular Attack Corrosion				
Exfoliation Corrosion				
Pitting Corrosion				
Crevice Attack/Concentration Cell Corrosion				
Fretting Corrosion				
Stress Corrosion				
Fatigue Corrosion				
Filiform Corrosion				
Microbiological Corrosion				
ORDNANCE CHECK				
M-182 Fire Bottle CADS				
M-182 Fire Bottle CAD Circuit Breakers				
Position of "T" Handles Prior to Applying Power				
Purpose of Thermal Discharge Indicator				
Location of Thermal Discharge Indicator				
Color of Thermal Discharge Indicator				
Location of the M-015 Rescue Hoist Cable Cutter CAD				
Location of the M-015 Rescue Hoist Cable Cutter CAD Circuit Breakers				
Location of Rescue Hoist Cable Cutter Switches				
Location of the Marine Location Markers				
Quanity of MK 25 MOD 2's Carried on A/C				
Quanity of MK 58's Carried On Aircraft				
Safety Precautions When Performing Inspections Around CADS/Smokes				

OJT TASK	INST	DATE	W/C SUP	DATE
DEMONSTRATE PROPER HAND SIGNALS AS FOLLOWS				
Start Engines				
Cut Engines				
Fuel Leak				
Start Fueling				
Stop Fueling				
Primary Shutoff				
Secondary Shutoff				
Droop Stops Out				
Droop Stops In				
Release Rotor Brake				
Engage Main Rotor Head				
Disengage Main Rotor Head				
Apply Rotor Brake				
Fold Blades				
Spread Blades				
Blades Lock				
Engine Fire				
Hot Brakes				
Hot Battery				
Direct fire guard to fire				
Electrical Fire				
Remove Pins				
Install Pins				
Insert Chocks				
Remove Chocks				
Connect Power				
Remove Tie Downs				
Install Tie Downs				
Hydraulic Leak				
I Have Command				
Brakes On/Off				
Personnel Approaching A/C				
Disconnect Power				
Lock Tail Wheel				
Unlock Tail Wheel				
Lights On/Off				
Troubleshooter Signals (DEMOT)				
Hold Aircraft				
Emergency Stop				
Emergency Shutdown				

OJT TASK	INST	DATE	W/C SUP	DATE
PLANE CAPTAIN REQUIRED READING				
H-3 NATOPS Standard procedures				
OPNAV 4790.2 Series VOL I, Chapter 6, Aspects of Aeronautical Weapons Sys Acquisition				
OPNAV 4790.2 Series VOL I, Chapter 10, Maintenance Program and Processes 10.1, 10.2, 10.2.1, 10.2.5, 10.2.6				
Maintenance SOPs NA 00-80T-106 Chapter 6				
Maintenance SOPs A/C Parking and Handling				
NA 01-230HLH-6-1 (TURNAROUND INSPECTION)				
NA 01-230HLH-6-2 (DAILY INSPECTION)				
NA 01-230HLH-6-3 (SPECIAL INSPECTIONS)				
NA 01-230HLH-2-3.1				
MATERIAL SAFETY DATA SHEETS (as applicable)				

COMHELTACWINGPAC
HH-1N PLANE CAPTAIN
OJT SYLLABUS

Name: _____ **Rate:** _____

1. Prerequisite to final skill certification is supervisor confidence gained through satisfactory task performance. Satisfactory task performance shall be monitored and documented on the individuals OJT Syllabus.

2. Maintenance qualification entries will be made when an individual is considered fully qualified to perform maintenance tasks on the aircraft system, subsystem, or equipment without supervision. Work center supervisors have qualification certification authority.

3. Qualification, once achieved, is considered current until:
   a. Qualification is removed for cause by command.
   b. Individual transfers to another unit.

QUALIFICATION	QUALIFICATION DATE	W/C SUPERVISOR SIGNATURE
General Aircraft	_____	_____
Airframe	_____	_____
Power Plants/Transmission Systems	_____	_____
Electrical/Instruments Systems	_____	_____
Ordnance Familiarization	_____	_____
Hand Signals	_____	_____
Servicing	_____	_____
Emergency Procedures	_____	_____
Required Reading	_____	_____

4. This syllabus is used to document OJT leading to job task qualification of a technician by the work center supervisor. OJT events shall be documented for all maintenance related tasks until the trainee is qualified. The work center supervisor may sign off qualification and make Skills Certification Form entry when satisfied the trainee is fully qualified to perform tasks without supervision. This may be accomplished after only one OJT event or it may require many, the decision rests with the work center supervisor. This OJT syllabus is to be maintained on the OJT board in the work center and updated regularly to ensure awareness of remaining OJT tasks. Once completed, this form will be filed behind the Skill Certification document in the Training Record.

OJT Instructor/Supervisor sign off key(print name then sign your initials):

Name: _____	Initials: _____	Name: _____	Initials: _____
Name: _____	Initials: _____	Name: _____	Initials: _____
Name: _____	Initials: _____	Name: _____	Initials: _____
Name: _____	Initials: _____	Name: _____	Initials: _____
Name: _____	Initials: _____	Name: _____	Initials: _____
Name: _____	Initials: _____	Name: _____	Initials: _____

OJT TASK	INST	DATE	W/C SUP	DATE
GENERAL AIRCRAFT SKILLS				
Discuss Flight Line Safety				
Discuss Flight Deck Safety				
Discuss Rotor Arc, Noise and Exhaust Safety				
Discuss Proper Protective Clothing				
Safety Observer for aircraft launch/recovery				
Discuss Aircraft Fueling Hazards and Safety				
Pressure Fuel A/C				
Pressure Defuel A/C				
Gravity Fuel A/C				
Gravity Defuel A/C				
Gravity Defuel				
Pressure Defuel				
Fuel Samples				
Discuss aircraft movement				
Discuss aircraft towing				
Install Ground Handling Wheels				
Tow and Spot Aircraft				
Aircraft Mission Gear				
Prepare Aircraft for Flight				
Stand Fireguard				
Start Aircraft				
Post Start Leak Check				
Rotor Blade Wind Start				
Secure Aircraft for Overnight				
Secure Aircraft for Inclement Weather				
External Power Hook-Up				
External Power: Grounding				
External Power: Master Caution C/B Pulled				
External Power: Battery Switch Off				
Perform Daily Inspection				
Perform Turnaround Inspection				
Complete Daily/Turnaround Cards				
Complete "A" Sheet				
Calculate Oil Consumption Rates				
Initiate a VIDS/MAF 4790/60				
Initiate a VIDS/MAF On NALCOMIS				
Assist Pilot on Preflight Inspection				
Perform Day Launch				
Perform Night Launch				
Perform Day Recovery				
Perform Night Recovery				
Discuss Conditional Inspections				
Discuss aircraft preservation				
Discuss aircraft cleaning				
Discuss special inspections				
Discuss aircraft alert postures				

OJT TASK	INST	DATE	W/C SUP	DATE
AIRFRAME				
Describe Fuselage Section				
Describe the Air Distribution System				
Describe Tailboom Section				
Describe/locate Landing Gear Components				
Describe/locate Flight Controls and Hydraulic Systems Components				
Describe/locate Main Rotor Head Components				
Describe/locate Tail Rotor Components				
Describe/locate Utility System Components				
POWERPLANTS/TRANSMISSIONS				
Describe/locate Engine System Components				
Describe/locate Air Management System				
Describe/locate Oil Cooler System				
Describe/locate Fuel Supply System				
Describe/locate Auxiliary Fuel System				
Describe/locate Main Driveshaft				
Describe/locate Main Transmission				
Describe/locate Transmission Oil System				
Describe/locate Main Rotor Mast Assembly				
Describe/locate Transmission Drive Quills				
Describe/locate Tail Rotor Drive System				
ELECTRICAL/INSTRUMENT SYS				
Describe/locate AC Electrical System Components				
Describe/locate DC Electrical System Components				
Describe/locate Cockpit Electrical System Switches				
Describe/locate Cockpit Instruments				
ORDNANCE, PYROTECHNICS AND CADS FAMILIARIZATION				
MK-44/M514				
MK-193				
MK-18				

OJT TASK	INST	DATE	W/C SUP	DATE
PERFORM/SIMULATE THE FOLLOWING HAND SIGNALS				
Day/Night A/C Launch				
Day/Night A/C Recovery				
APU Start/Stop				
Blade Fold/Unfold				
Fires				
Hot Brakes				
Connect/Disconnect Power				
Tie Downs On/Off				
Nose Wheel Lock Pin On/Off				
Leaks				
Personnel Approaching A/C				
Trouble Shooter Signals				
Hold A/C				
Emergency Stop				
Emergency Shutdown				
PERFORM SERVICING ON THE FOLLOWING				
Discuss Nitrogen System servicing				
Discuss Hydraulic System servicing				
Service Engine				
Deservice Engine				
Service C-Box				
Deservice C-Box				
Service Transmission				
Deservice Transmission				
Service 42 Degree Gearbox				
Deservice 42 Degree Gearbox				
Service 90 Degree Gearbox				
Deservice 90 Degree Gearbox				
Service Hydraulic Reservoirs				
Service Stab Bar Dampners				
Service Main Rotor				
Service Tail Rotor				
Service Swashplate				
EMERGENCY PROCEDURES SIMULATE THE PROPER RESPONSE TO THE FOLLOWING CONDITIONS				
Aircraft Fuselage Fire				
Engine Fire				
Electrical Fire				
Battery Thermal Runaway				
Electrical Failure on Shutdown				
Ruptured Fuel Cell/Fuel Leak				
Oil Leak				
Hydraulic Leak				
Rotor Brake Fire				
Aircraft Hoisting				

OJT TASK	INST	DATE	W/C SUP	DATE
REQUIRED READING				
HH-1N NATOPS standard procedures				
NAVAIR 01-110HCE-6-2 (DAILY INSPECTION)				
NAVAIR 01-110HCE-6-1 (TURNAROUND INSPECTION)				
LESSON GUIDES/01-110HCE Manuals:				
1000 General Information				
1009 Corrosion Control				
1100 Airframe				
1200 Fuselage				
1300 Landing Gear and Related Systems				
1500 Rotors and Related Systems				
2200 Power Plants and Related Systems				
2600 Drives and Transmission				
4200 Electrical Systems				
4500 Hydraulic Systems				
4600 Aircraft Fuel Systems				